

**STATE OF LOUISIANA**  
**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**  
**SECRETARY'S POLICY AND PROCEDURE MEMORANDUMS**

**ACKNOWLEDGMENTS**

*This will acknowledge that I have this date received copies of the following  
Louisiana Department of Transportation and Development Policies:*

- **SEXUAL HARRASSMENT POLICY (PPM #13)**
- **SUBSTANCE ABUSE AND DRUG-FREE WORKPLACE POLICY (PPM #21)**
- **EMPLOYEE CONDUCT (PPM #29)**
- **USE OF COMPUTERS, E-MAIL, INTERNET (PPM #51), IF APPLICABLE**
- **VIOLENCE IN THE WORKPLACE POLICY (PPM #53)**

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Name

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Social Security #

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Signature

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Date